



## ***Greensboro Parks and Recreation Department***

### **Summer Jobs 2015**

***Closing Date 6/30/15***

***\*\*Please apply as soon as possible as positions may close without notice.***

<i><b>Job Title</b></i>	<i><b>Description</b></i>	<i><b>Minimum Qualifications</b></i>	<i><b>Pay Rate</b></i>	<i><b>Employment Dates</b></i>	<i><b>Special Notes</b></i>
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<p><b>Lifeguard</b></p> <p><b>City Pools</b></p> <p>Various Sites</p>	<p>Prevent accidents in and around the pool area; Enforce rules, regulations, and policies; Respond to emergencies and provide appropriate care in accordance with American Red Cross Lifeguard training; Rescue and resuscitate; Provide customer service to patrons; Teach or assist in teaching swim lessons; Clean the facility.</p>	<ol style="list-style-type: none"> <li>1. American Red Cross Lifeguarding</li> <li>2. CPR-AED for the Professional Rescuer</li> <li>3. Valid Driver's License</li> <li>4. Reliable transportation</li> <li>5. Water Safety Instructor (preferred)</li> </ol>	<p>\$9.50 - \$11.00/hr</p>	<p>May - August</p>	<ul style="list-style-type: none"> <li>➤ May apply to participate in a Lifeguard class for staff prior to summer season to attain certifications.</li> <li>➤ Stronger consideration and a higher wage may be provided to candidates who possess WSI certification additional related certifications and can work the entire summer season.</li> <li>➤ Please provide copies of certifications with application.</li> <li>➤ <b>Must complete a swimming and lifeguard skills test as part of the interview process.</b></li> </ul>
<p><b>Head Lifeguard</b></p> <p><b>City Pools</b></p> <p>Various Sites</p>	<p>Assist pool manager in supervising staff and facility and in coordinating programs; prevent accidents in and around the pool area; enforce rules, regulations, and policies; respond to emergencies and provide appropriate care in accordance with American Red Cross Lifeguard training; Rescue and resuscitate; provide customer service to patrons; teach swim lessons; correct and maintain pool chemistry; clean the facility.</p>	<ol style="list-style-type: none"> <li>1. American Red Cross Lifeguard Training</li> <li>2. CPR-AED for the Professional Rescuer</li> <li>3. Valid Driver's License</li> <li>4. Reliable transportation</li> <li>5. Water Safety Instructor</li> <li>6. Certified Pool/Spa Operator (CPO)</li> </ol>	<p>\$10.50 - \$12.50/hr</p>	<p>May - August</p>	<ul style="list-style-type: none"> <li>➤ May apply to participate in a Lifeguard class for staff prior to summer season to attain certifications.</li> <li>➤ Stronger consideration and a higher wage may be provided to candidates who possess WSI certification additional related certifications and can work the entire summer season.</li> <li>➤ Please provide copies of</li> </ul>

					<p>certifications with application.</p> <p>➤ <b>Must complete a swimming and lifeguard skills test as part of the interview process.</b></p>
<p><b>Swimming Pool Manager</b></p> <p>Various Sites</p>	<p>Responsible for supervising staff and facility and in coordinating programs; prevent accidents in and around the pool area; enforce rules, regulations, and policies; respond to emergencies and provide appropriate care in accordance with American Red Cross Lifeguard training; Rescue and resuscitate; provide customer service to patrons; teach swim lessons; correct and maintain pool chemistry; clean the facility.</p>	<ol style="list-style-type: none"> <li>1. American Red Cross Lifeguarding</li> <li>2. CPR-AED for the Professional Rescuer</li> <li>3. Certified Pool/Spa Operator (CPO)</li> <li>4. HS Diploma/GED</li> <li>5. Valid Driver's License</li> <li>6. Reliable transportation</li> </ol> <p>Preferred Certifications:</p> <ol style="list-style-type: none"> <li>1. Water Safety Instructor</li> </ol>	<p>\$11.50 - \$13.50/hr</p>	<p>May - August</p>	<p>➤ May apply to participate in a Lifeguard class for staff prior to summer season to attain certifications.</p> <p>➤ Stronger consideration and a higher wage may be provided to candidates who possess WSI certification additional related certifications and can work the entire summer season.</p> <p>➤ Please provide copies of certifications with application.</p> <p>➤ <b>Must complete a swimming and lifeguard skills test as part of the interview process.</b></p>

<b>Playground Counselor</b>  Various Sites	Supervise activities and children at a designated summer playground location. Provide emergency response as per training. Must be able to work independently. Plan, organize, & implement a daily schedule of activities including crafts, sports, wellness, structured games, nature appreciation, music drama, swimming, field trips & special events for youth ages 5-15.	1. First Aid and CPR certification 2. Valid Driver's License 3. Reliable Transportation	\$9.50/hr	Program: June 22 - July 30, 2015	<ul style="list-style-type: none"> <li>➤ Must be available for Orientation in June</li> <li>➤ Must be able to obtain standard first aid and CPR certification by June 15</li> <li>➤ May apply to participate in a First Aid CPR class for staff prior to summer season to attain certifications.</li> </ul>
<b>Summer Day Camp Counselor</b>  Various Sites	Supervise activities and children at a designated recreation center. Provide emergency response as per training. Plan, organize, and implement a daily schedule of activities including crafts, sports, wellness, structured games, nature appreciation, music drama, swimming, field trips & special events for youth ages 5-12. Counselors will be assigned to a group of approximately 15 campers.	1. First Aid and CPR certification 2. Valid Driver's License 3. Reliable Transportation	\$9.50/hr	June 15 - Aug. 14, 2015	<ul style="list-style-type: none"> <li>➤ Min. 21 yrs. old to transport in City vehicle</li> <li>➤ Must be available for Orientation in June</li> <li>➤ Must be able to obtain standard first aid and CPR certification by June 15</li> <li>➤ May apply to participate in a First Aid CPR class for staff prior to summer season to attain certifications.</li> </ul>
<b>Playground Director</b>  Various Sites	Plan and organize activities in playground (games, arts & crafts, special events, outdoor sports) for youth ages 5-15 at various	1. HS Diploma/GED 1. First Aid and CPR certification 2. Valid Driver's License	\$11.00/hr	June 22 - July 30, 2015	<ul style="list-style-type: none"> <li>➤ Must be able to obtain standard first aid and CPR</li> </ul>

	locations throughout the city; responsible for accurate record keeping; managing all aspects of the playground (emergencies, parents, organizing community activities, developing an awareness and familiarity with the individual interests and behaviors of the children).	3. Reliable Transportation			certification by June 22  ➤ May apply to participate in a First Aid CPR class for staff prior to summer season to attain certifications.
<b>Summer Day Camp Director</b>  Various Sites	Plan and organize activities in recreation center (games, arts & crafts, special events, outdoor sports) for youth ages 5-15 at various locations throughout the city; responsible for accurate record keeping; managing all aspects of the summer camp (emergencies, parents, organizing community activities, developing an awareness and familiarity with the individual interests and behaviors of the children).	1. HS Diploma/GED 2. First Aid and CPR certification 3. Valid Driver's License 4. Reliable Transportation	\$11.00/hr	June 15 – Aug 14, 2015	➤ Must be able to obtain standard first aid and CPR certification by June 15 ➤ May apply to participate in a First Aid CPR class for staff prior to summer season to attain certifications.
<b>Day Camp Counselor</b>  Camp Joy	Counselors are responsible for the daily supervision and routine of campers with and without disabilities. Counselors assist campers with personal and custodial care and supervise campers during instructional classes. Counselors will be assigned to a group of approximately 15-18 campers within each age group (5-10, 11-15, 16-21, 22+).	1. Must be at least 15 years of age 2. Experience working with persons with disabilities.	\$9.50/hr	June 22 – August 7, 2015	➤ Must be available for Orientation ➤ Must work the ENTIRE program
<b>Cashier/Facility Attendant</b>  City Pools	Handle gate admission, financial and attendance reporting; Prepare deposits; Register patrons for swimming classes; Answer the telephone; Provide customer service to patrons; Assist in cleaning the facility.	1. Valid Driver's License 2. Reliable transportation 3. Basic math skills 4. Ability to work as scheduled from mid-May through mid-August. Preferred Certifications: 1. American Red Cross CPR-AED 2. First Aid	\$7.50 /hr	May - August	➤ Ability to work as scheduled from early May through mid-August. ➤ Stronger consideration will be given to those who can work the entire summer season. ➤ Must attend pre-season pool staff orientation and

					trainings
<b>Arts Camp Instructor</b>  Caldcleugh Multi-Cultural Arts Center	Summer Arts Camp Instructors are responsible for research, planning and teaching lessons in music, art, dance, or theatre arts for children in grades K-8. Ideal candidate will have experience and/or coursework in related discipline and effective written and oral communication skills. Must have reliable transportation to and from the worksite.	1. HS diploma and 2 years formal training in art, dance, music, or theatre arts 2. Experience teaching and managing children in a classroom environment 3. Valid driver's license 4. Reliable transportation	\$10.50 - \$12.50/hr	June 15 – Aug 7, 2015	➤ Must be available to work Monday – Friday, 8am – 12pm or 12 noon – 5:30pm
<b>Drama Instructor</b>	Instructor will teach children in grades K-9 in theatre arts for our summer camp program.  Drama Instructors are responsible for teaching classes in theatre arts, such as musical theatre, stage combat, acting, and improvisation, Broadway dance, on camera acting, filmmaking, and other Drama classes that we offer. Working with the Education Director, they create a curriculum and then provide instruction to students in grades K-9.	1. Theater degree or significant theater / film experience is required. 2. Teaching experience preferred.	\$10.50 - \$12.50/hr	June 15 – August 24, 2015	➤ Must be available to work Monday through Friday. The classes are 2-4 hours, M-F, 9am – 5pm. Teachers are required to submit a syllabus for each class they teach and each class culminates with a performance for parents, relatives and friends.
<b>Park Attendant Spraygrounds</b>  Various Parks	Responsible for enforcing the posted rules at the Sprayground. Applicants will be responsible for daily cleaning of the facility. Experience with maintaining water quality will be considered a plus.	1. Applicants must be 16 years of age. 2. Experience with maintaining water quality will be considered a plus.	\$9.75/hr	May 15 - September 15, 2015	➤ Must be able to work a rotating schedule of weekdays and weekends, including holidays.
<b>Park Attendant Boats</b>  Various Parks	Responsible for the rental of pedal boats, collection of fees, enforcing rules and regulations and maintenance.	1. Must be at least 16 years of age 2. First Aid/CPR certified 3. Lifeguard training a plus, but not required	\$9.75/hr	April - Oct 2015	➤ Must be willing to work various shifts including weekdays, weekends and holidays.
<b>Park Attendant</b>	Responsible for routine maintenance,	1. Must be at least 16 years of	\$9.75/hr	April - Oct 2015	➤ Must be able to work a

<b>Maintenance</b>  Various Parks	mowing, trail maintenance, customer service and landscaping.  For facilities with Sprayground Operations: will also be responsible for enforcing the posted rules at the Sprayground. Applicants will be responsible for daily cleaning of the facility.	age 2. Valid Driver's License required 3. Reliable transportation. 4. Experience with maintaining water quality will be considered a plus.			rotating schedule of weekdays and weekends, including holidays
<b>Turf Maintenance/Ballfield Technician</b>  Various locations	Responsible for maintenance on athletic fields, which includes but is not limited to: mowing, weed eating, cleaning, dragging and lining, painting, fence work, raking and shoveling.	1. HS Diploma/GED 2. Valid Driver's License 3. Prior experience with grounds maintenance, i.e. mowing preferable	\$11.00/hr	March-October	
<b>Facility Attendant</b>  Bryan Park	Responsible for working during weekend tournaments, clean restrooms, empty trash.	1. HS Diploma/GED 2. Valid Driver's License	\$7.50/hr		➤ Must be able to work weekends
<b>Lake Attendant</b>	Responsible for Lake Operations including but not limited to: Customer Service, Completion of necessary daily reports to verify fund collections, Manual labor, and to Enforce all departmental and facility rules and regulations.	1. Must be 18 years of age 2. HS Diploma/GED 3. Valid Driver's License 4. Will be required to complete and maintain a NC Boater's License	\$9.50/hr	May-August	➤ Must be able to work a rotating schedule of weekdays, weekends, and holidays.
<b>Environmental Education Instructor</b>	Primary duties include but not limited to: The design, implementation, and facilitation a broad scope of environmental education and natural resource conservation programs for various audiences throughout the city of Greensboro; lead youth program initiatives using the new E.C.O. bus (Engaging our Community with the Outdoors), a mobile environmental classroom, as well as, providing outreach through environmental programs at community events and at schools.	1. Post-Secondary coursework n environmental science, soils, ecology, geography, or a natural science related field. 2. One or more years of teaching or instructional experience in natural resource education, environmental education, and/or conservation. 3. Prior experience working with children. 4. Commercial Driver's License 5. Proficiency in Microsoft Word, Excel, and Power Point.	\$10.50 - \$12.50/hr	May-August	➤ Must have a flexible schedule ➤ Must be able to work independently ➤ Must be able to lift 50 lbs as needed. ➤ Reliable personal transportation is required. ➤ A CDL will be required within 3 months of employment.
<b>Bus Driver</b>	Responsible for transporting youth camp participants to activities.	1. Class A or B CDL 2. HS Diploma/GED	\$11.00/hr	May-August	

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